

## **APPENDIX H**

### **SAMPLE FORMATS FOR PUBLIC NOTICES** (These can be adapted for counties, cities or towns.)

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#### **SAMPLE NOTICE FOR THE FIRST CDBG PUBLIC HEARING**

The (Town of \_\_\_\_\_, the City of \_\_\_\_\_ or \_\_\_\_\_ County) will hold a public hearing on (day), (date), (time), in the (...building name and address... ), Room \_\_\_\_, for the purpose of obtaining public comments regarding the City's (Town's or County's) overall community development needs (public facilities, economic development, and housing needs), including the needs of low and moderate income persons. The Town/City Council of \_\_\_\_\_ (or \_\_\_\_\_ County Commissioners) will also seek the views of citizens on the activities that should be undertaken to meet the identified needs and their relative priority. The (City, Town or County) may apply for state or federal funding from the Montana Community Development Block Grant (CDBG) Program and other funding sources to deal with local housing, public facilities, or other community needs and would like comments or suggestions from local citizens regarding the City's (Town's or County's) needs and the type of projects which should be considered. Comments may be given orally at the hearing or submitted in writing before (time and date).

Anyone who would like more information or who wants to submit suggestions should contact (person), (title), (telephone number).

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## SAMPLE NOTICE FOR THE SECOND CDBG PUBLIC HEARING

The (Town of \_\_\_\_\_, the City of \_\_\_\_\_ (or \_\_\_\_\_ County) will hold a public hearing on (day), (date), (time), in the (... building name and address), Room \_\_\_\_\_, for the purpose of obtaining public comments regarding a proposed application to the Montana Department of Commerce's Community Development Block Grant (CDBG) Program for a (type of project, description of project, and project area, as applicable). At the public hearing, the proposed project will be explained, including the purpose and proposed area of the project, activities, budget, possible sources of funding, and (if applicable, any costs that may result for local citizens as a result of the project). All interested persons will be given the opportunity to ask questions and to express their opinions regarding this proposed project.

Comments may be given orally at the hearing or submitted in writing before (time and date).

Anyone who would like more information or who wants to submit questions or comments should contact (person), (title), (telephone number). A copy of the application to be submitted for funding the project is available for review at (location) during regular office hours.